

Job Description

Senior Support Worker

Autism Initiatives Approach

We understand that autistic people may see, experience and understand the world around them in a different way to non-autistic people.

We use our person-centred Five-Point framework which places each autistic person at the heart of their support and enables staff to think about how they must change their approach to best support each person.



Purpose of job

The Senior Support Worker (SSW) role is a highly flexible and crucial part of the organisation's structure. The role combines day to day support work alongside leadership of a staff team in providing high quality individualised care and support. Working closely with the Team Leader the SSW ensures the organisation's compliance with its own policies and procedures alongside those of Statutory bodies. The SSW works within the five principles of the Health and Social Care Standards – Dignity and Respect, Compassion, Inclusion, Responsive Care and Support and wellbeing.



Principal contacts:

Internal	The people we support, support workers and agency workers, Team Leader, Area Manager, Head Office Staff both in Liverpool and Edinburgh, practice support team, other SSW and TL's in Scotland
External	Parents and carers, other professional's from Health and Social Care Partnership, Care Inspection, other Support Services including agencies and Education.

Main duties and responsibilities:

- Develop and maintain a knowledge of autism and use this knowledge to develop individual's support and working file.
- Consultation and communication with the people we support to:
 - Protect them from harm, neglect, abuse, bullying and exploitation. (Safeguarding).
 - Provide personal care in an personalised, dignified and private way,
 - Support to manage all aspects of mental and physical wellbeing.
 - Support and complete administrative tasks as well as understanding the importance of reporting and recording
 - Supporting people to live an active life and participate in a range of recreational, social, creative, physical and learning opportunities everyday both indoors and outdoors.
- Access, participate in and evidence all relevant training.
- Workers should be competent, skilled and reflective practitioners who follow professional and organisational codes.
- Cooperate openly, respectfully and recognise the expertise of supported people, their families, external professionals and colleagues.
- To understand the duties in conjunction with Confidentiality and GDPR.
- Promote consistency and stability by ensuring people work well together.
- Promote an inclusive, person led practice.
- Ensuring the team are trained, competent and skilled. Coordinate access to Team Meetings and Supervisions.
- Promote reflective practice and ensure the team are following professional and organisational codes.
- Take responsibility for direct supervision of staff team and support their continuous professional learning and recording.
- Support the organisations policy of continuous improvement.
- To be on-call for the service on a roster basis.
- Support induction training and probationary targets.
- Make effective use of Quality Assurance Tools, to maintain organisation legal requirements



As an employee of Autism Initiatives the post holder will also be expected to:

- Work on a rota basis which may include evenings and weekends (including sleepovers - dependant on service requirements).
- Achieve and maintain appropriate registration with the Scottish Social Services Council (SSSC) within 6 months of commencement of employment.
- Hold, or be willing to achieve, an appropriate qualification to meet the SSSC's registration requirements within 5 years of commencement of employment.
- Understand and work within the SSSC's Codes of Practice and Registration Rules.
- Contribute to the maintenance of a safe and healthy working environment.
- Successfully complete our 12 week induction programme and probationary targets.
- Promote professional standards of service delivery in accordance with AI's Code of Conduct.
- Actively participate in supervision process.
- Mentor, guide and support other staff with similar responsibilities.

Person Specification

Essential:

- SVQ 4 Social Services & Healthcare or
- SVQ 3 Social Services & Healthcare AND Professional Development Award Supervision in Health & Social Care or
- Hold a different qualification which meets the SSSC's Supervisor registration requirements or
- Be willing to achieve a relevant qualification within 5 years of commencement of employment.
- Excellent communication skills, both written and verbal.
- Understand compliance standards
- IT Skills – basic working knowledge of Microsoft Office Suite
- Safeguarding and promotion of the needs and rights of individuals
- Identification and development of support/care plans
- Highly organised and able to deal with competing demands
- Confident in challenging others while maintaining professional boundaries.
- to organise and prioritise your own workload accordingly
- To be flexible and proactive in problem solving situations
- Professional demeanour which inspires confidence in others
- Prepared to work evening and weekends on a roster basis to include sleep in duties.
- To accept on call responsibilities
- Confidence in decision making
- Worked in a support service

Desirable

- An understanding of Autism
- Understand the role of Statutory Bodies, including SSSC, Care Inspection, Health and Social Care Partnerships and the Scottish Government.
- Competent in using Quality Assurance Tools
- Good supervisory skills, with a hands-on approach
- Multi-disciplinary working

General:

- Prepared to work evenings and weekends (including sleepovers - dependant on service requirements) on a rota basis.